CHAPTER 3

SATISFACTORY ACADEMIC PROGRESS

Once a student receives an SNG award, the institution must monitor for continued eligibility. The student must:

1. Continue to meet the basic Student Eligibility Requirements outlined in Chapter I.
2. Be issued a revised award letter when information is received that changes the SNG award.
3. Be monitored for satisfactory academic progress (SAP) while receiving the grant.

SATISFACTORY ACADEMIC PROGRESS

The institution is expected to monitor the student's progress as outlined in WAC 250-20-021 (19) of the SNG rules and in accordance with the HECB-approved institutional policy. At the end of each term the institution must examine the process of each SNG recipient and determine if the student is in a satisfactory academic progress condition, on probation, or denied further assistance. The institution's policy shall also include a process for reinstating ineligible students.

Maximum Timeframe

As stated in the Student Eligibility chapter, SNG recipients must not have completed 125% of the length of their program.

Quantitative Standard

To meet minimum SAP standards, a student must complete at least one-half but less than all of the minimum number of credits for which the aid was calculated and disbursed.

Probation

Each institution's policy for measuring progress should describe the manner in which the school limits the number of terms a student can be on **"probation"** before being denied. It is the HECB's expectation that schools have <u>rigorous</u> policies that limit the number of terms that a student can continue to receive a SNG while on probation. The school may make disbursements to a student who is in a probationary status.

<u>NOTE for clock-hour schools:</u> Since all hours from the previous payment period must be earned before making additional payments, there is no routinely recognized probationary period for clock-hour students. A school however, may petition the HECB to allow a probationary period.

Clock Hour Schools	In petitioning the HECB the school must have a policy that rigorously restricts the number of hours that a student can fail to complete in any one payment period. The policy must also result in the student completing all the clock hours for which aid was disbursed during the year by the end of the year.
Denied	**"Denied"** is the completion of less than one-half of the minimum number of credits for which the aid was disbursed. Each institution's policy must deny further disbursements of the SNG at the conclusion of any term in which the student fails to complete at least 50 percent of the minimum number of credits for which the grant was disbursed.
Qualitative Standard	The institution's SAP policy must contain a qualitative standard. For purposes of the SNG program, the qualitative standard used to comply with federal satisfactory progress standards is acceptable.
Institutions' Approved SAP Policy	A student may also be denied a further SNG if he or she fails to fulfill any other conditions of the institution's HECB approved satisfactory progress policy.
Professional Judgment	The FAA may at any time, using professional judgment on a case-by-case basis, reinstate a student into satisfactory progress in response to that student's extenuating circumstances. The FAA may choose to exercise professional judgment without a specific request to do so from the student. For example, the FAA may decide to grant a student continued access to the SNG if failure in one term is countered by an extensive history of prior success. The student's file must include documentation related to the professional judgement decision.
Reinstatement	Each institution's policy shall include the conditions a student in unsatisfactory progress must meet before being reinstated. For example, the student may be expected to attend school without financial aid for a certain period of time or may have to show proof that credits have been made up within a designated time period.

OVERPAYMENTS

See the "Calculating an Award" chapter for information regarding resolving an overpayment. See the "Institutional Requirements" chapter for required repayment policy information.